

TRANSPORTATION ENHANCEMENT PROJECT

LOCAL Project Task List & Status

Project Name: _____

TRACS NO. _____ Project No. _____

Activity ID		Dur	Start Date	Finish Date
	Stage I (Project Scoping)			
	Project Put Into Local TIP and STIP			
	TRACS & Project Number Established			
	Pre-Design Scoping Start			
	Project Scoping Kick-Off Meeting			
	Mapping / Survey Completed			
	Draft Project Assessment Received			
	Deposit Funds Into Preliminary Engineering Account			
	Draft Project Assessment Sent Out for ADOT Review			
	Draft Project Assessment Returned with Comments			
	Final Project Assessment Received			
	Final Project Assessment Sent Out for ADOT Review			
	Final Project Assessment Returned with Comments			
	Pre-Design Scoping Completed			
	Environmental Determination Started			
	Environmental Clearance for Geotech Investigation			
	Geotech Investigation			
	Initial Geotech Report and Materials Design Report			
	IGA Process Initiated			
	Request Face Sheet			
	Stage II (30% Design)			
	Design Start			
	Funding Request for Design Sent to FHWA (ADOT)			
	Local Given Notice To Proceed for Design			
	Project Design Kick-Off Meeting			
	Stage II Plans and Estimate Received			
	Stage II Plans and Estimate Sent Out for ADOT Review			
	Stage II Plans and Estimate Returned with Comments			
	Final Geotech Report and Materials Design Report			
	Initial Materials Design Memo			
	Design Stage II Completed			
	Environmental Approval Obtained			
	Acquisition of ROW Obtained			
	Stage III (60% Design)			
	Stage III Plans, Specifications and Estimate Plans Received			
	Stage III Plans, Specifications and Estimate Sent Out to ADOT for Review			
	Stage III Plans, Specifications and Estimate Returned with Comments			
	Final Materials Design Memo			
	Design Stage III Completed			
	IGA Process Completed			
	Stage IV (95% / 100% Design)			
	Stage IV Plans, Specifications and Estimate Received			
	Stage IV Plans, Specifications and Estimate Sent Out for ADOT Review			
	Stage IV Plans, Specifications and Estimate Returned with Comments			
	Utility & ROW Clearances Obtained			
	Submit Matching Fund Request			
	Stage V Plans, Specifications and Estimate Received			
	Stage V Plans, Specifications and Estimate Sent Out for ADOT Review			
	Design Stage IV Completed			
	Funding Request for Construction to FHWA (C&S)			
	Funding Authorization Received			
	Final PS&E Completed			
	C & S Finalizes Agreements, Bid Package & Clearances			
	Bid Advertisement Date			
	Bid Award Date			
	Process Sup. Agreement & C.O.			
	Inform of Project Completion			
	Reconcile Project Sponsor Account			